



Foreign Affairs Manual

5 FAM – INFORMATION MANAGEMENT

Change Transmittal: IM-119

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5 FAM 1030 INFORMATION TECHNOLOGY (IT) TACTICAL PLANNING

Changes

1. 5 FAM 1030 updates the responsibilities and roles of IRM/BMP/SPO/SPD in the Department Tactical Planning Process:
 - Tactical planning develops the roadmap for achieving the IT Strategic Plan (ITSP) and reviews annually the IT modernization initiatives for:
 - (1) Alignment with implementation schedules,
 - (2) Budgetary decision support, and
 - (3) Alignment with strategic goals.
 - IRM/BMP/SPO provides quarterly reports to the E-Government Program Board updating the status of the ITTP and health of the IT capital investment projects.
 - IRM/BMP/SPO identifies inter-project dependencies by analyzing the project schedule, the phases of the life cycle that have been initiated, phases that have been completed, and the schedule for the next phases.
2. Revisions are shown in italic *dark magenta*. Italic *dark magenta* provides a historical record of changes.
3. Officers are reminded that Department-issued materials not codified in the *Foreign Affairs Manual* or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1115.2).

Filing Instructions (Paper Copies)

1. Remove and discard old subchapter 5 FAM 1030 (IM-30, 01-23-2001; 1 page) and replace it with revised subchapter 5 FAM 1030 (2 pages).
2. After inserting the material in the binder, insert this change transmittal immediately following the CT Checklist, then fill in the entry line for CT:IM-119, and initial.

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(IRM/BMP/GRP/GP)